

FLEET MAINTENANCE FUND

Public Works Department

PROGRAM OVERVIEW

Fleet Maintenance supports activities related to procuring and maintaining the City's fleet of vehicles including approximately 241 vehicles and 300 other pieces of public safety, emergency, and seasonal response equipment used by City departments. As an internal service fund, Fleet Maintenance is supported by all other funds in the City based on vehicle use. This fund includes a reserve for the future replacement of fully depreciated vehicles and equipment.

BUDGET OVERVIEW

REVENUES

	1999-2000 Actual	2001-2002 Budget	2001-2002 Estimate	2003-2004 Budget
Beginning fund balance	\$1,823,171	\$2,216,096	\$2,026,766	\$3,612,308
Maintenance and operations	1,622,628	1,937,184	1,809,106	1,884,217
Replacement transfers	1,829,784	2,605,930	2,165,930	2,417,749
Interest earnings	208,605	200,000	311,343	316,000
Other revenues	325,418	145,600	277,235	301,728
TOTAL REVENUES	\$5,809,606	\$7,104,810	\$6,590,380	\$8,532,002

EXPENDITURES

	1999-2000 Actual	2001-2002 Budget	2001-2002 Estimate	2003-2004 Budget
Fleet operations	\$1,788,913	\$2,159,027	\$1,939,818	\$2,417,935
Vehicle replacement	1,983,303	1,038,254	1,038,254	1,427,048
Replacement reserve	0	3,907,529	0	4,687,019
TOTAL EXPENDITURES	\$3,772,216	\$7,104,810	\$2,978,072	\$8,532,002

TOTAL FTEs	6.66	6.66	6.66	6.66
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Revenue Highlights include:

- Increase in beginning fund balance due to carry-over from previous years (\$1,153,234), overcollections of interest earnings (\$111,343), and an increase in the proceeds from the sale of fixed assets (\$131,635).
- Slight decrease in the maintenance and operations transfer (\$52,967) due to elimination of one-time costs.

- Replacement reserve transfers will decrease in 2003-2004 by \$188,181 due to vehicles being fully depreciated.
- Interest earnings are projected to increase (\$116,000) due to higher cash balances.
- Other miscellaneous revenues are expected to increase by \$155,128 due to increase in sale of surplus vehicles.

Expenditure Highlights include:

- Increases in salary and benefits (\$55,039).
- Increases in automotive insurance premiums (\$122,624).
- Increase in vehicle replacements (\$388,794).
- Additional costs associated with replacement computers (\$7,750).
- Increase in replacement reserves (\$779,490). It is anticipated that these funds will decrease significantly in 2005-2006 due to the scheduled replacement of several large pieces of equipment such as dump trucks, a sewer cleaner, a loader, etc.

2001-2002 ACCOMPLISHMENTS

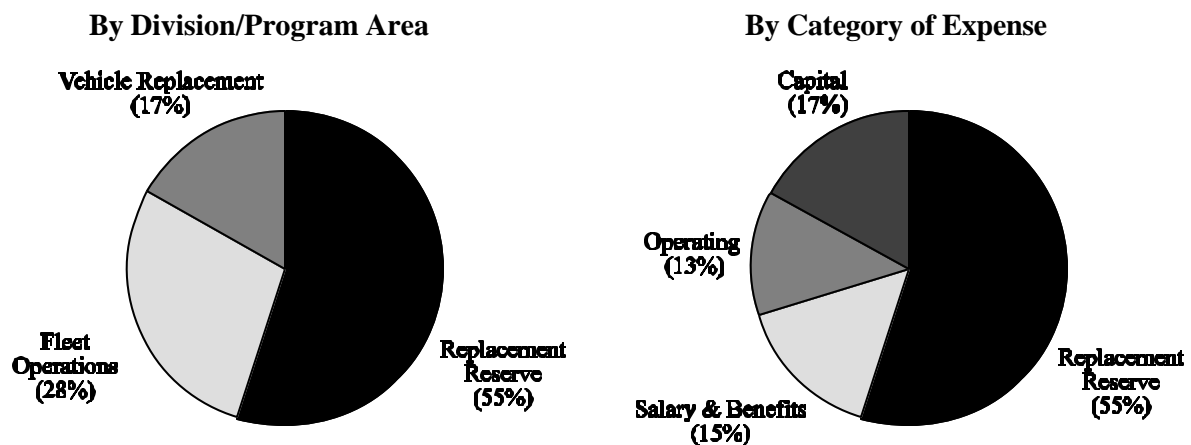
- Continued upgrade of shop equipment to meet new service demands.
- Implement and train staff in use of fleet maintenance work order software system.

2003-2004 WORKPLAN INITIATIVES

- Maintain level of fleet service and explore additional efficiencies in fleet maintenance.
- Continue training and refinement of fleet maintenance software.

SUMMARY OF DEPARTMENT RESOURCES

2003-2004 Budget \$8,532,002



DESCRIPTION OF PROGRAM INCREASES (REDUCTIONS)Hoist Replacement (\$25,000)

Replacing the single post hoist with the requested twin post hoist will allocate an additional bay for 1-ton or heavier truck repairs and will allow the mechanics to work on more than one large truck at a time. Fleet Maintenance services and repairs 54 vehicles that exceed the 8,000-pound hoist limit. Only one of the current four hoists is capable of lifting these heavier vehicles. As the in-field service environment has increasingly required the use of these 1-ton or heavier trucks, so have the needs of the fleet maintenance equipment increased. When these heavier trucks are being serviced or repaired, they generally take more hoist time, reducing the available time for the use of the current single hoist for other heavy vehicles.